App. F. IX-4

Previous References
P. P. 76-38 (1-3)

1939.
(P.P.)

File No. 68-39
Serial Nos. 1-2

Later References.
P.P. 59-40 (1-3)
" 10-41 (1-2)

P 2H

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1 two only

Part B for April 1940

SUBJECT.

Ministerial Service (clerks grade)
Examination 1940

No. P. 7108 & 30.4.40 The Compiler, Insurance Gazette
Notifies the above for publication

WD 0573—GPB—22,500—12-9-39

21.5.40

6986/35

D.Dis.254-39

The Residency,
Bangalore.
22nd April 1940

Forwarded with the compliments of the Secretary to the Hon'ble the Resident in Mysore.

The Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore.

CHIEF SECRETARY P.P. * 23. APR. 1940 * GOVT. OF MYSORE

JMW 23/4

A Copy for Notice of FPSC will be awaited and then referred to in the Gazette as was done on former occasion

RB 24/4

JMW 24/4

THE HON'BLE THE RESIDENT IN MYSORE.

Bangalore, the 19th April 1940.

The following notice received from the Federal Public Service Commission is republished for general information.

P. M. RAMAN NAYAR,
for *Secretary to the Resident.*

FEDERAL PUBLIC SERVICE COMMISSION (INDIA).

Ministerial Service (Clerks' Grade) etc., Examination, 1940.

NOTICE.

In accordance with the notice published in the *Gazette of India* of the 6th April, 1940, an examination for recruitment to the Ministerial Service (Clerks' Grade) etc., of the Government of India will be held by the Federal Public Service Commission at Allahabad, Bombay, Calcutta, Delhi, Lahore, and Madras on the 5th December, 1940. The last date for the receipt of applications is the 22nd May, 1940. Application forms and full particulars may be obtained from the Secretary, Federal Public Service Commission, Metcalfe House, Delhi.

Delhi, the 9th April, 1940.

H. V. HAMPTON,
Secretary, Federal Public Service Commission.

21 (1)—20-4-1940—6—RPB.

7128 p 39 Col 1853

THE OFFICE OF THE HON'BLE THE RESIDENT IN MYSORE,

Dated Bangalore, the 2[illegible] 1940.

No. P. F.292-40/G & A.

P. P. 68-39-1

The undermentioned papers are forwarded with compliments to the Chief Secretary to the Government of His Highness the Maharaja of Mysore, Bangalore, for favour of distribution to candidates who ask for them.

Supd with a draft Memo as on previous occasion (May 2)

30/4

By order, etc.,

for SECRETARY TO THE RESIDENT.

Issued P. 7108 & 30th April 40 to the Compiler

1. N o t i c e.
2. Instructions to candidates for the filling up and submission of applications.
3. Warning to candidates.
4. Application form.
5. Statement showing the scales of pay and conditions of service, etc.

BJ

FEDERAL PUBLIC SERVICE COMMISSION

NOTICE

Delhi, the 4th April 1940

The Federal Public Service Commission will hold a joint competitive examination on Thursday, the 5th December, 1940, to fill permanent and *quasi*-permanent vacancies which are expected to occur for appointments (1) as clerks in the Ministerial Establishment of the Government of India Secretariat and Attached Offices, and (2) as Civilian clerks in the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks during the period from the 1st April, 1941, to the 31st March, 1942, barring a few vacancies that may have to be filled otherwise.

2. The number of vacancies which will occur during this period is not known at present. All vacancies will be filled in accordance with the instructions in the Home Department Resolution No. F. 14/17-B./33-Ests., dated the 4th July, 1934.

It is expected that besides other vacancies there will be about eleven vacancies to be filled by lady candidates.

NOTE.—(i) It has been decided by the Government of India that the employment of lady clerks in offices of Army Headquarters will be restricted to unmarried ladies and widows, who will be required to resign their respective appointments on marriage or re-marriage as the case may be.

NOTE.—(ii) Appointment to vacancies in the Army and Air Force Headquarters offices reserved for ladies will be made from among lady candidates who are willing to accept employment there and are eligible therefor. In other cases lady candidates will be offered posts in the manner laid down in paragraph 3 (*a*) and (*b*).

3. Subject to the provisions of paragraph 12—

(*a*) Candidates will be placed in the order of their merit in the examination and will be offered posts as vacancies occur.

(*b*) Posts reserved for candidates of a particular Community will be offered to candidates of that community in order of merit.

(*c*) Candidates will, on first appointment to a permanent vacancy or a vacancy expected to become permanent, be placed on probation normally for one year and will, during this period, draw salary at the minimum of the time scale:

Provided that candidates holding substantive posts under Government at the time of such appointment will draw their substantive pay if at any time, during the period of probation, it exceeds the minimum of the time-scale.

(*d*) There will be *two* categories of candidates, (I) those eligible to compete for vacancies both in the Secretariat and Attached Offices and in the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks, and (II) those eligible to compete only for vacancies in the Army and Air Force Headquarters. Candidates falling within category (I) above are required to state in their application forms whether they are willing to accept employment in Army and Air Force Headquarters or not. Those who answer this question in the affirmative and subsequently decline an appointment in Army and Air Force Headquarters will be relegated to the bottom of the list of candidates considered suitable for employment. They will subsequently be considered for vacancies in civil offices only. They are, however, warned that the chances of another offer are remote.

(*e*) Candidates selected for appointment will, within three months of joining their posts, have to submit to a test in typewriting to be conducted by the Commission. At this test, candidates will have to prove that they can type with accuracy and neatness at a speed of at least 30 words a minute and that they can type with accuracy from manuscript. Those who fail will forthwith forfeit their appointments. Lady candidates will have to pass the prescribed test in typewriting before they join any appointment that may be offered to them.

NOTE.—Candidates are not required to submit certificates of proficiency in typewriting. The fact that a candidate has submitted such a certificate in connection with a previous examination and that it has been accepted by the Commission will not exempt him from having to appear, if successful at the written examination, at the typewriting test to be conducted by the Commission.

(*f*) Successful candidates will be medically examined before confirmation in Government service to ensure that they have no disease, constitutional weakness or bodily infirmity which is considered a disqualification for employment in the Ministerial Service. The lines on which the medical examination will be conducted are the concern of the medical authorities conducting the examination and the Commission cannot give any information in the matter.

Conditions Applicable to the Examination.

(Except where otherwise provided for, these and the foregoing conditions apply to both the services.)

4. Applications to appear at the examination must be made on the prescribed form and must reach the Federal Public Service Commission together with *all* the necessary documents not later than the 22nd May, 1940. Application forms may be obtained from the Secretary, Federal Public Service Commission, Metcalfe House, Delhi. All communications should be addressed to Secretary by designation and *not by name.*

THE FACT THAT AN APPLICATION FORM HAS BEEN SUPPLIED, ON WHATEVER DATE, WILL NOT BE ACCEPTED AS AN EXCUSE FOR THE LATE SUBMISSION OF AN APPLICATION. CANDIDATES WHO DELAY THEIR REQUESTS FOR FORMS UNTIL A LATE DATE WILL DO SO AT THEIR OWN RISK.

5. The fee for the examination will be Rs. 15, to be paid on application, in accordance with paragraph 5 (1) (*a*) of the Instructions regarding the filling up and submission of applications sent herewith. NO CLAIM FOR A REFUND OF THIS FEE WILL BE ENTERTAINED NOR WILL THE FEE BE HELD IN RESERVE FOR A SUBSEQUENT EXAMINATION.

6. The examination will be held at the following centres :—

Allahabad, Bombay, Calcutta, Delhi, Lahore and Madras.

7. The Federal Public Service Commission may, if they think it desirable, fix a minimum standard to be attained in all or any of the subjects of the examination.

8. A candidate must be :—

(*a*) a British subject domiciled in India whose father (if alive) is a British subject or a subject of a State in India or (if dead) was at the time of his death either a British subject or a subject of a State in India or a person in the permanent service of the Crown or a person who had retired from that service; or

(*b*) a Ruler or a subject of a State in India;

Provided that in the case of a British subject the requirements of this rule (other than that concerning domicile) may be waived by Government if satisfied that their observance would occasion exceptional hardship and that the candidate is so closely connected by ancestry or upbringing with His Majesty's dominions as to justify special treatment.

Provided also that a ruler or a subject of a State in India cannot be appointed unless he has obtained a declaration under Section 262 of the Government of India Act, 1935, irrespective of whether he has obtained a declaration under Section 96-A of the Government of India Act, 1919, or not.

9. (*a*) Candidates who were born not before the 1st July 1920 or not later than the 1st July 1923 may compete for vacancies (1) in the Secretariat and Attached Offices as well as (2) in the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks.

(*b*) Candidates who were born earlier than the 1st July 1920 but not earlier than the 1st July 1916, may compete for vacancies in the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks. Such candidates will not be considered for appointment to Civil Offices.

(*c*) Lady candidates who were born not earlier than the 1st July 1912 and not later than the 1st July 1924 will be eligible for admission to the examination, but they will be considered for appointment only to Army Headquarters offices unless they also satisfy the age limits prescribed in paragraph 9 (*a*) above.

No candidate will be admitted to the examination unless he satisfies the age limits prescribed above. These age limits cannot be relaxed.

10. Candidates must not have appeared at two previous examinations, whether competitive or qualifying, conducted by the Public Service Commission (now Federal Public Service Commission) since 1930 for Typists and Routine Clerks in the Ministerial Establishment of the Government of India and Civilian clerks in the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks.

NOTE.—A candidate is not considered to have "appeared at" an examination unless he has actually sat for the examination or part of it.

11. Candidates must have passed:—

(1) the Matriculation Examination of a University incorporated by an Act of the Central or a Provincial Legislature in India, or the Mysore, or the Osmania, or the Travancore, or the Rangoon University; or

(2) an examination accepted by any such University as equivalent to a Matriculation Examination for the purpose of admission to a University course; or

(3) The Cambridge School Certificate Examination, or any other examination which may be recognised by the Federal Public Service Commission as equivalent thereto.

NOTE.—Any person who has appeared at an examination the passing of which renders him eligible to appear at the Ministerial Service (Clerks' Grade) etc., Examination, but has not been informed of the result, may apply for admission to the latter examination. A candidate who intends to appear at such a qualifying examination may also apply, provided the qualifying examination is to be concluded before the commencement of the Ministerial Service examination. His application will be accepted provisionally if he is eligible in all other respects and he will be required to furnish not later than the date on which the results of the Ministerial Service examination are ready for communication to the Government of India proof of having passed such qualifying examination. Failure to furnish such proof will render the candidate ineligible for appointment.

12. Candidates must furnish to the Federal Public Service Commission such evidence as may be required to show that they are of good character and *prima facie* suitable for admission to the examination. The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the examination shall be final. Success in the examination confers no right to an appointment unless the appointing authority is satisfied, after such further enquiry as may be considered necessary, that the candidate is suitable in all respects for the Ministerial Service.

13. (*a*) Candidates who are already in Government service may compete at the examination, provided that they fulfil all the conditions mentioned in this section, but no person who has been nominated to a permanent vacancy or a vacancy expected to become permanent on the results of a previous examination for recruitment to the Ministerial Service (Clerks' Grade) of the Government of India Secretariat and Attached Offices and to the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks will be eligible for admission. No concession in the matter of either age or educational qualifications is admissible to any candidate. Applications from candidates in Government service, whether employed in a permanent or temporary capacity, must be submitted through the Head of the Department or office concerned.

(*b*) Candidates nominated to permanent vacancies, or vacancies expected to become permanent, on the results of the 1939 examination for the Ministerial Service (Clerks' Grade) of the Government of India Secretariat and Attached Offices and to the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks subsequent to their admission to the 1940 examination, will not be re-nominated on the results of the latter.

14. The subjects of examination, the time allowed for, and the maximum marks allotted to each subject will be as follows:—

(*a*) *Arithmetic.*—Time one hour, Marks 100.

The questions will be designed to test intelligence, accuracy and rapidity in working.

(*b*) *General Knowledge.*—Time one hour, Marks 100

Candidates will be required to give brief answers to questions concerning current events, common phenomena and matters of everyday interest or common knowledge.

(*c*) *English Composition.*—Time 2 hours, Marks 300.

Candidates will be tested in the following :—

(i) Drafting.
(ii) Precis Writing.
(iii) Correcting mistakes in English.
(iv) Proof correcting.
(v) Elementary tabulation to test candidates in the art of compiling, arranging and presenting data in a tabular form.

15. If a candidate's handwriting is not easily legible, a deduction will be made on this account from the total marks otherwise accruing to him.

H. V. HAMPTON,
Secretary,
Federal Public Service Commission.

FEDERAL PUBLIC SERVICE COMMISSION (INDIA)

Instructions to candidates regarding the filling up and submission of applications for admission to the examination for recruitment (1) to the Ministerial Service (Clerks' Grade) of the Government of India Secretariat and Attached Offices and (2) to the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks to be held in December, 1940.

1. A copy of the Notice, etc., relating to the examination is sent herewith. Candidates should read it carefully to see whether they are eligible before filling up the prescribed application form enclosed herewith, or paying the examination fee into a treasury. *The conditions prescribed cannot be relaxed.*

NOTE.—Statements showing the scales of pay obtaining at present in the Secretariat and Attached and Subordinate Offices and the scales of pay and conditions of service in the Army and Air Force Headquarters offices are enclosed. Attention is, however, invited to the Notes at the end of the former.

2. The enclosed application form must be filled up in the candidate's own handwriting. It should be submitted direct to the Secretary, Federal Public Service Commission, Metcalfe House, Delhi, except by candidates already in Government Service, whether in a permanent or temporary capacity. Government servants must submit their applications through the Head of the Department or office concerned, who will, if he considers the candidate eligible for the examination, forward it to the Federal Public Service Commission with his recommendations. *No application received after the 22nd May, 1940 will be accepted. Candidates are warned that if they delay posting applications, they do so at their own risk.*

3. If a candidate sends his application by post and desires an acknowledgement, he must send the application "Registered Acknowledgement Due". Otherwise, no application will be acknowledged.

4. A candidate who is found knowingly to have furnished any particulars which are false or to have suppressed material information, will be disqualified, and if appointed, will be liable to dismissal.

5. (1) The following documents must accompany the application form. *Candidates are warned that if the application is incompletely or wrongly filled up or is not accompanied by any of these documents or a reasonable explanation of its absence, it will be summarily rejected, and that no appeal against its rejection will be entertained.* No other documents will be accepted in place of those mentioned below :—

(*a*) *A treasury receipt for Rs. 15.*—The amount should be deposited in the nearest Government Treasury, or in a branch of the Imperial Bank of India, or in a State Treasury authorised to transact business on behalf of Government. (Amounts deposited at Bombay, Calcutta, Delhi and Madras should be deposited in the Reserve Bank of India instead of the Imperial Bank of India). The Treasury or Bank should be asked to credit it to Government under the account head "XXXVI-Miscellaneous Departments—Examination Fees—Receipts of the Federal Public Service Commission." The name of the Examination and of the Treasury at which the fee is deposited should be clearly entered in the Treasury Receipt.

The Treasury Receipt should be on the blue form pertaining to Central Government transactions and should be obtained from the treasury at which the fee is deposited. If, however, the blue form is not available in the Treasury, the ordinary form hitherto employed should be used.

Candidates must see that they are eligible and must decide definitely to enter for the examination before depositing this fee in the treasury.

The fee will not be returned under any circumstances whatever, nor will it be held in reserve for a subsequent examination, or selection.

NOTE.—Cash or postal orders or cheques will not be accepted by the Federal Public Service Commission in lieu of the Treasury receipt.

(*b*) *Evidence of age.*—Only an extract from the Register of Matriculates or a Matriculation Certificate in original or a certificate equivalent thereto [see Note (*ii*) below] in original will be accepted and this must be sent with the application. If the Matriculation or equivalent certificate gives the age of the candidate or the date of his birth by the year and month only, *and if this by itself is insufficient to establish that the date of birth falls within the prescribed limits,* then the candidate must submit, in addition to the Matriculation or equivalent certificate, a certificate from the Headmaster of the High School which he first attended, showing his exact age on the date of admission. Any candidate, who omits to send such a certificate, does so at his own risk and renders himself liable to be disqualified.

An Anglo-Indian or a Domiciled European or an Indian Christian, if his Matriculation or equivalent certificate does not show the exact date of his birth, must send his baptismal or birth registration certificate *in original in addition to his Matriculation or equivalent certificate.*

NOTE (*i*) No date of birth other than that recorded in the Matriculation or equivalent certificate, supported when necessary by the other certificates mentioned above, will be accepted as correct.

NOTE (*ii*) By " equivalent certificate " is meant a certificate of an examination recognised by an Indian University or Board of Intermediate or Secondary Education as equivalent to Matriculation.

A transfer certificate from a school or a college is not an " equivalent certificate " and will not be accepted as evidence of age.

A candidate who applies under the note to paragraph 11 of the Notice, must submit with his application a certificate in original from his Headmaster showing his exact date of birth.

(*c*) A certificate of character *in original and also a copy thereof,* from the Chief Officer in charge of discipline in the educational institution which the candidate is attending or, in the case of those who have finished their education, *which he last attended.*

NOTE.—This certificate should be signed by the Principal of an affiliated college, the Vice-Chancellor, Pro-Vice-Chancellor, or Provost or Proctor or Dean of a Faculty if in general charge of discipline, in a non-affiliating University, or the Headmaster (or the Principal if there is one) of a school.

(*d*) A certificate *in original with a copy thereof,* from the University or Institution showing that the candidate has one of the educational qualifications prescribed in the Notice. A Diploma or a formal certificate or a formal 'provisional certificate' issued in accordance with the practice of the University or authority issuing the certificates, may be submitted.

NOTE.—A candidate who has passed only the Secondary School Leaving Certificate Examination and who does not submit proof to show that he is a *bona fide* student at a recognised College or University should submit in addition to the Secondary School Leaving Certificate a certified extract from the List of Matriculates from the Register of the University showing that he has been declared by the Syndicate to be eligible for admission to University courses of study.

(2) If the candidate has already submitted the certificates required in paragraph 5 (1) (*b*), 5 (1) (*c*) and 5 (1) (*d*) in connection with another examination conducted by the Federal Public Service Commission and if they have not been returned to him, he should mention the fact when submitting this application, and if possible enclose a copy of each certificate. If the certificates are not with the Commission, they should be sent with the application irrespective of whether the candidate appeared at a previous examination conducted by the Commission or not. If any certificate cannot be submitted with the application, a reasonable explanation of its absence must be given.

(3) The originals of these certificates will be returned when the result of the application is communicated provided copies have been submitted wherever required. Candidates are advised to keep attested copies of their certificates before submitting them to the Commission. The Commission cannot return the certificates earlier than the date of communication of the result of the application for whatever purpose they may be required, nor can they supply copies.

6. A candidate for whom a declaration under Section 262 fo the Government of India Act, 1935, is necessary should, immediately on receipt of the Application Form, take steps to obtain the Declaration. He will not be appointed unless he has obtained this Declaration.

7. All communications in respect of an application should state the name of the examination, the candidate's address and the centre of examination as mentioned in the application form and should be addressed to 'the Secretary, Federal Public Service Commission, Metcalfe House, Delhi.' Otherwise such communications will not be attended to.

8. Any change in a candidate's address should be communicated at once to the Secretary, Federal Public Service Commission, until the results are communicated to candidates and thereafter to the Secretary, Home Department, Government of India.

Candidates must make arrangements to see that communications addressed to them at the address stated in their applications are redirected if necessary. The Federal Public Service Commission make every effort to take account of changes in candidates' addresses but cannot accept any responsibility in this matter.

In all communications addressed to the Home Department candidates should quote the Roll Number as well as the rank in the order of merit.

9. The fact that an application form has been supplied on whatever date will not be accepted as an excuse for the late submission of an application or as evidence of the receiver's eligibility to compete.

10. The Commission will inform every candidate as early as possible whether he has been admitted to the examination or not. It is not possible for them, however, to say when this will be done, or to keep candidates informed of the progress of their applications.

11. Copies of the Pamphlet of the competitive examination for recruitment to the Ministerial Service (Clerks' Grade) of the Government of India Secretariat and Attached offices and to the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks held in 1939 containing the Notice, the Question papers and the Table of marks and similar pamphlets of the examinations held in 1937 and 1938 can be purchased from the Manager of Publications, Civil Lines, Delhi.

12. A copy of the statement of marks obtained by candidates will be sent to each candidate when the Results are ready. The offers of appointments will be made by the Government of India in the Home Department, to whom all communications regarding the same should be addressed.

STATEMENT.

**Present scales of pay of Typists and Routine Grade Clerks in the Imperial Secretariat and its Attached and Subordinate Offices.*

	Rs.
Clerks and Typists, 3rd Division (men)	60—2—80—3—125 (E. B. after 95).
Clerks and Typists, 3rd Division (ladies).	100/4—104/4—108/4—112/4—116/4—120/5—125 (E. B. after 112).

*NOTE (i).—The pay of future entrants to this Grade is likely to be revised and the pay admissible to candidates appointed on the results of this examination will be regulated by whatever orders may be passed in this regard.

NOTE (ii).—Persons appointed to the Clerks' Grade will have no prospect of promotion to a higher Division.

FEDERAL PUBLIC SERVICE COMMISSION (INDIA)

Warning To Candidates

SUBJECT.—*Ministerial Service (Clerks' Grade) etc., Examination, 1940.*

A large number of defective applications are received which give rise to considerable trouble and unnecessary correspondence and, not infrequently, lead to the rejection of these applications. In their own interests candidates are urged to exercise care in completing their application forms. The instructions are so full and clear that there is no excuse for failure to comply with them and the Commission are bound to conclude that the errors are due to neglect to study the instructions with sufficient care. In order to assist candidates a note of some of the defects most frequently found is given below :—

1. Absence of a Treasury Receipt for Rs. 15.
2. Absence of Matriculation Certificate or equivalent certificate or certified extract from the List of Matriculates (where required).
3. Absence of complete evidence of age, *i.e.*, evidence where necessary to supplement Matriculation Certificate as required by paragraph 5 (1) (*b*) of the " Instructions to Candidates ".
4. Absence of a certificate of character as required by paragraph 5 (1) (*c*) of the " Instructions to Candidates ".
5. Failure to sign the " Declaration " at the end of the application form.
6. Failure to mention the name of the " Examination Centre " where the candidate wishes to be examined.
7. Failure to make a definite statement *viz.* "Yes " or " No " against item 14 of the application form.

Note—*If for unavoidable reasons any document cannot be sent, there should be a reasonable explanation of its absence.*

GIPD—M 542 F. P. S. C.—5-4-40—15,000.

FEDERAL PUBLIC SERVICE COMMISSION (INDIA)

Application Form

for

the Competitive Examination for recruitment to (1) the Ministerial Service (Clerks' Grade) of the Government of India Secretariat and Attached Offices and to (2) the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks to be held in December, 1940, at Allahabad, Bombay, Calcutta, Delhi, Lahore and Madras.

1. Name in full (in block capitals)	
2. Your father's name, postal address (if dead, give last address), profession and status.	
3. Postal address in full. (Please write the name of the place and the Province in which it is situated in BLOCK CAPITALS). *Any change of address should be communicated at once to the Secretary, Federal Public Service Commission, until such time as the results are communicated to candidates, and thereafter, to the Secretary, Home Department, Government of India.*	

NOTE I.—Candidates must make arrangements to see that communications addressed to them at the address stated in their applications are redirected, if necessary. The Federal Public Service Commission make every effort to take account of changes in candidates' addresses but cannot accept any responsibility in this matter.

NOTE II.—In all communications addressed to the Home Department candidates should quote their Roll Number as well as rank in order of merit.

4. Exact date of birth	
5. Province or State to which you belong .	
6. Place of birth and Province or State in which it is situated.	
7. *Are you a { British subject ? . . . / subject of an Indian State ? .	

* To this and the next question answer Yes or No and cancel the words which are not applicable.

8. *Is or was your father a { British subject / subject of an Indian State } ?	
9. Did your father ever change his nationality ?	
10. In case you are the subject of an Indian State have you obtained or taken steps to obtain a declaration under Section 262 of the Government of India Act, 1935 ?	
11. What is your (*a*) Community§ . . . (*b*) Religion . . . (*c*) Caste . . . . (*i*) If European or Anglo-Indian, state whether you are or are not of Indian domicile. (*ii*) If a member of Scheduled Caste, give particulars.	

12. Educational Institutions attended (including the institution, if any, which you are at present attending).

Name of School, College, etc.	Date of entering.	Date of leaving.

13. Give particulars of all examinations passed at the University or place of higher education and degrees you obtained (commencing with the Matriculation or equivalent examination).

Examination or Degree.	Class or Division.	Date.

§You should state to which of the main communities you belong, *e.g.*, Hindu, Muslim, Domiciled European, Anglo-Indian, Sikh, Indian Christian, Parsi, etc., etc.

14. Did you appear at, or apply for admission to, any examination held previously by the Public Service Commission (now Federal Public Service Commission) for recruitment any service or post under Government ? Or have you applied for admission to any other examination or selection to be held by the Federal Public Service Commission ? ANSWER YES OR NO.	

15. If the answer to item 14 is ' Yes ', supply the following information :

Name of Examination.	Year.	Whether you were admitted to the examination and whether you appeared thereat.	Your Roll number.	Rank.

16. *At which of the following places do you wish to appear for the examination : Allahabad, Bombay, Calcutta, Delhi, Lahore, Madras.	

*NOTE.—Ordinarily, no request for a change in the place selected by the candidate will be entertained.

17 (*a*). Are you a candidate for vacancies in the Ministeral Service (Clerks' Grade) of the Government of India Secretariat and Attached Offices ? (*b*) Are you a candidate for vacancies in the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks ? NOTE.—Answer " Yes " or " No. " to each of the above questions ; but before doing so make sure that you are eligible by age both for Civil as well as for Army and Air Force appointments. Also, read carefully paragraph 3 (*d*) of the Notice before answering question 17 (*b*).	
18. Will you be prepared to accept, if offered, temporary appointments of three months duration or more, on the distinct understanding that such employment will not confer any right to or prospect of permanent employment ?	
19. Are you free from pecuniary embarrassments ? If you are under any liability to repay money advanced by an institution or party for your education, give particulars.	

20. Give below a list of the documents enclosed with the application.

1.

2.

3.

4.

Declaration to be signed by the candidate

I hereby declare that the statements in this application are true to the best of my knowledge and belief and that I am a :—

* (*a*) British subject domiciled in India.

* (*b*) a ruler or a subject of a State in India.

Signature.....

Date.....

ADDITIONAL DECLARATION TO BE SIGNED BY CANDIDATES WHO CLAIM TO BE SIKHS.

I hereby declare that I am a *bona fide* :—

* (*a*) Keshdhari Sikh ;

* (*b*) Sehjdhari Sikh and have never been a Keshdhari Sikh ;

and I further declare that I have not embraced Sikhism within the twelve months preceding the issue of the Notice announcing the examination for which I am a candidate.

Signature.....

Date.....

* Strike out the item which does not apply to you and retain only the one which applies to you.

For Government Servants only.

(Endorsement by the Head of the Department or Office.)

Forwarded to the Secretary, Federal Public Service Commission, Metcalfe House, Delhi. The character and conduct of the candidate, so far as I am aware, are satisfactory.

Signature.

Date *Designation.*

GIPD—M542 FPSC—5-4-40—15,000.

GOVERNMENT OF INDIA

DEFENCE DEPARTMENT.

Simla, the 31st July 1934

(As amended up to February 1939.)

***Revised** rates of pay and terms of service for civilian clerks of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks.*

(*i*) *Present rates of pay—*

	Upper Division	
Selection Grade	Rs. 250—10—300	*plus* 20 per cent. headquarters allowance.
Ordinary Grade	Rs. 100—7½—250	
Lower Division	Rs. 50—4—90—3—120	
Lady clerks	Rs. 100—5—150.	
Stenographers	Rs. 125—5—180—10—300	

NOTE.—All civilian clerks appointed to the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks will be entitled to the above rates of pay irrespective of the date of their first entry into Government service.

(*ii*) *Conditions of Service—*

(*a*) All initial recruitment to the Army and Air Force Headquarters Section will be made in the Lower Division of the Indian Army Corps of Clerks for an initial period of 10 years. Candidates will be required to undergo a period of probation for one year. During the probationary period they will not be enrolled but will fill appointments within the authorised establishment. On completion of their probationary period and if considered suitable (and they are accepted) for the corps, they will be enrolled under the Indian Army Act on Form No. I. A. F. K.-1165 for a period of 9 years which, with the probationary period of one year, will complete the first period of 10 years for which they will serve, provided that His Majesty shall so long require their services. Thereafter they will be allowed to continue in the service at the discretion of the Branch of Army Headquarters concerned or the Headquarters, Air Forces in India, until they reach the age of 55 years, unless they themselves apply for their discharge before attaining that age, or their services are no longer required. When they have served the initial period of 10 years, they will be entitled to receive their discharge within 3 months from the date of applying for it, unless war is imminent or existing or the establishment is 10 per cent. below strength. In the event of desertion, service between the date of desertion and that of apprehension or surrender shall not reckon as service towards discharge. They must be willing to go wherever ordered, by land, sea or air, and must not allow any caste usage to interfere with the duties for which they are enrolled. They will be subject to the Civil Service Regulations in respect of leave and pension. They will be subject in all ways to Indian Military Law and will be liable to be tried by Court Martial for any offence. They will not be eligible to join any service association.

(*b*) Appointments to the Ordinary and Selection Grades will be made by promotion. Other things being equal, promotion will be by seniority as vacancies occur provided the individual is qualified and efficient.

Efficiency Bar—Lower Division.—Before promotion in the Lower Division above Rs. 90 *per mensem*, clerks will be subjected to an efficiency test and only those qualifying will be entitled to the higher rates.

Upper Division, Selection Grade.—Promotion to the selection grade of Rs. 250—10—300 will be entirely by selection.

No increment in pay will be given as a matter of right, the head of the Branch concerned being empowered to withhold increments in cases of inefficiency or misconduct.

NOTE.—The above conditions do not apply to lady clerks.

S. B. JACKSON,

Lieutenant-Colonel,

Officer on Special Duty, Army (now Defence) Department.

[A. D. u/o No. 3755 (A. D.-3).]

Military Privileges.

(Para. I, Chapter VIII, Manual of Indian Military Law.)

The more important of the privileges conferred on persons subject to the Indian Army Act are as follows :—

(*i*) The pay of an officer or soldier is protected from any deductions other than those authorised by Royal Warrant or by Act of the Governor-General in Council. Penal deductions are legalised by the Indian Army Act, and other deductions by Royal Warrant.

(*ii*) All Government pensions (including military pensions) are protected from attachment in the execution of decrees of civil courts.

(*iii*) An officer or soldier serving in a military capacity who is a party to a suit and cannot obtain leave of absence may authorise any person, in writing, to sue or defend in his stead.

(*iv*) A power of attorney to institute or defend a suit is exempt from fees under the Court Fees Act.

(*v*) When serving under war conditions, persons subject to the Indian Army Act are protected in respect of civil and revenue litigation under the provisions of the Indian Soldiers' Litigation Act, 1918.

(*vi*) Persons subject to the Indian Army Act on duty or on the march, as well as their authorised followers, families (including families of such followers), horses, baggage and transport, are exempt from all tolls, except certain tolls for the transit of barges, etc., along canals.

Appendix F G—1]

SUBJECT.....

.....

.....

GEN. P [illegible]

Diary No. of letter replied to.....

General and Revenue Secretariat

( )

the *19*

Date of issue..... 30/4/40

Signed by ..... Dir. K.P.P

List of enclosures.....

Copied by .....

Examined by .....

Section P. P.

File No. 68-39

Serial No. 2

No. P 2105/Rec 1

To Memo

The above Notice is published for the information of candidates intending to apply for recruitment to the Ministerial Service (Clerical Grade) of the Government.

B.O.

for Chief Secretary to Govt.

The Compiler only for publication in the Gazette.

WD 03695—GPB—30,000—29-1-40

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

General and Revenue Secretariat

Dated, Bangalore, 30th April 1940.

No. 19108 PP 69-39-2
Sec I.

Memo

The above Notice is published for the information of candidates intending to apply for recruitment to the Ministerial Service (Clerks grade) of the Government of India.

By Order,

for Chief Secretary to Government.

To

The Compiler, Mysore Gazette, for publication in the Gazette.

SR/3

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

General and Revenue Secretariat

Dated, Bangalore, April 1940.

No.

Memo

The above Notice is published for the information of candidates intending to apply for recruitment to the Ministerial Service (Clerks grade) of the Government of India.

By Order,

Chief Secretary to Government.

To

The Compiler, Mysore Gazette, for publication in the Gazette.